

## **Department of State**

### **Lead Foreign Affairs Officer (Sr. Planner)**

DEPARTMENT: Department Of State, Office of the Coordinator for Reconstruction and Stabilization

JOB ANNOUNCEMENT NUMBER: S/CRS-2009-0005

SALARY RANGE: 98,033.00 - 127,442.00 USD per year

OPEN PERIOD: Monday, December 01, 2008 to Monday, December 15, 2008

SERIES & GRADE: GS-0130-14/14

POSITION INFORMATION: Full-Time Term Appointment not-to-exceed 3 years

PROMOTION POTENTIAL: 14

DUTY LOCATIONS: 3 vacancies - Washington DC Metro Area, DC

WHO MAY BE CONSIDERED: Open to all U.S. citizens

#### **MAJOR DUTIES:**

This position is located in the Civilian Response Corps Management Section of the Civilian Response Corps, Office of the Coordinator for Reconstruction and Stabilization (S/CRS), Department of State (DoS). The incumbent of this position serves as a lead planning officer for planning and formulating programs, policies and operations to ensure an integrated whole-of-government response to reconstruction and stabilization operations. The incumbent ensures appropriate coordination of the Civilian Response Corps Management Section's functions with other USG activities. The incumbent continuously monitors and evaluates team operations and provides ideas, suggestions, proposals and plans that would improve and enhance the program's agenda, and performs assignments that contribute to the development and implementation of S/CRS's management policies.

This position is under the general direction of the Civilian Response Corps Active Component Team Leader.

The incumbent serves as a principal action officer on specific functional areas related to reconstruction and stabilization (R&S), such as conflict assessment, whole-of-government planning and operations in Washington and the field, and the full range of diplomatic activities when deployed. The incumbent participates in the formulation and implementation of US programs intended to maintain or foster a rapid transition to democracy and participates in the development of plans to assist a transitional government. The issues covered by the incumbent are of major concern to the bilateral relationship between the United States and the host country and of the utmost importance to US interests in the region, and are carefully tracked by members of Congress, the US business community, and the media.

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